



KCPOA Architectural Review Committee Meeting
Agenda

<https://us02web.zoom.us/j/82914427274>

Date & Time: July 9, 2024 at 2:00pm

Location: KCPOA Management Office and via Zoom link

Committee Members: Barbara Rist, Chairman; Steve D'Amico, Member; Tom Danner, Member; Nicola Myers-Murty, Member; Jim Gathen, Member

Management Team: Bree Escobar, Assistant Community Manager

Call to Order:

Quorum:

Guests:

Approval of Minutes: ARC meeting minutes for June 25, 2024 submitted for approval

Old Business:

1. 3420 Skywatch Heights – NC Landscape Package, Plan Revisions Submitted

The revised Landscape Plan was submitted on July 3, 2024. cursory review showed that the primary issue of a privacy wall being placed in the rear setback had not been corrected. The landscape contractor was contacted directly, by email, to better explain the requirements. A phone call followed for further discussion. The contractor indicated he will go back to the Owner and discuss other options for privacy screening. This package will remain in Pending status until the next revision is submitted. No action expected at this meeting.

2. 3925 Lumina View – New Construction, Change Request Submitted

A Change Request was submitted on June 26, 2024 for this new construction project. The request itself was unclear and more information was requested. The contractor stated that the requested change is to the exterior color of the residence. No samples were provided for committee review and approval. On June 28, 2024 the ARC advised the owner and contractor that a new electronic sample board must be submitted for approval, followed by an update to the physical sample board posted on site. Nothing has been submitted as of this date. ARC asks the B. Escobar to send a second request for the needed information following this meeting. The Change Request will remain in Pending status. No additional actions expected at this meeting.

3. Top of Foundation Certifications – Received and Verified

None this period

4. Top of Roof Certifications – Received and Verified

3685 Hill Circle

5. Drainage Surveys – Received and Verified

3307 Skywatch Heights

3204 Virga Loop

New Business:

1. 3339 Skywatch Heights – NC Landscape Package, Submitted for Approval

The new construction Landscape Package was submitted for Final Approval on July 2, 2024 and circulated to the committee for review and discussion at this meeting.

Ratification of Consent for Actions taken by the ARC between Formal Meetings:

1. 3180 Virga Loop – New Construction Package, Final Approval

This New Construction Package was submitted on June 27, 2024 and circulated to the committee for review. On June 30, 2024 the motion was made and seconded (Rist/Danner) to grant Final Approval to this project. The Developer was notified in writing. Letter to file.

2. 3243 Skywatch Heights – New Construction Package, Final Approval

This New Construction Package was submitted on June 27, 2024 and circulated to the committee for review. On June 30, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval to this project. The Developer was notified in writing. Letter to file.

3. 2500 Hill Circle – Landscape Remodel, Final Approval

The Landscape Remodel project was submitted on July 1, 2024 and circulated to the committee for review. The project entails removing sod in the front and side yards, replacing with planting beds, mulched planting beds, new plants and flowers, accent boulders and rocks. On July 2, 2024, the motion was made and seconded (Gathen/Rist) to grant Final Approval to this project. Motion carried. The owner was notified in writing. Letter to file.

4. 3164 Virga Loop – New Construction Package, Final Approval

This New Construction Package was submitted on July 1, 2024 and circulated to the committee for review. On July 8, 2024 the motion was made and seconded (Rist/Gathen) to grant Final Approval to this project. The Developer was notified in writing. Letter to file.

5. 3172 Virga Loop – New Construction Package, Final Approval

This New Construction Package was submitted on July 1, 2024 and circulated to the committee for review. On July 8, 2024 the motion was made and seconded (Gathen/Danner) to grant Final Approval to this project. The Developer was notified in writing. Letter to file.

Other Business:

Completed Projects - The following projects have been completed and inspected by the ARC. The files have been closed and homeowners notified to pick up construction and/or landscape plans. The notification advised the homeowners that any items left in the office after one week from the notification will be destroyed.

- 1193 Almagre Heights – New Construction & Landscape
- 1258 Almagre Heights – New Construction & Landscape
- 1194 Almagre Heights – New Construction & Landscape
- 1209 Almagre Heights – New Construction & Landscape
- 1129 Almagre Heights – New Construction & Landscape
- 1226 Almagre Heights – New Construction & Landscape
- 3275 Skywatch Heights – New Construction & Landscape

- 3356 Skywatch Heights – New Construction & Landscape
- 3435 Skywatch Heights – New Construction & Landscape
- 3436 Skywatch Heights – New Construction & Landscape
- 3291 Skywatch Heights – New Construction & Landscape
- 3204 Virga Loop – New Construction & Landscape
- 1690 Hill Circle – Landscape & Driveway
- 1710 Coyote Point – Landscape Remodel
- 3610 Camels View – Driveway Remodel
- 3655 Camels View - Remodel

Management Office Report:

Next Scheduled Meeting: July 23, 2024 at 2:00pm – Formal ARC Meeting
Note: July 16, 2024 at 10:30am – ARC Working Session

Adjournment: